

City of Ada, MN
Minutes of the Regular Council Meeting
October 8, 2013 – 6:00 P.M.

Members present: Mayor Dennis K. Roux, Vice-Mayor Rodney Erickson and Council Members James Austinson, Richard Pinsonneault, James Hansen, Candy Robertson, Craig Edwards and Cindy Peterson.

Members absent: None

Others present: City Administrator Paul H. Poczobut Jr., City Attorney Joshua Heggem, Public Works Superintendents Brian Rasmusson, Todd Sawry, Joel Smith of Arvig, Debra Roesch, Butch Johnson and Valerie Thom.

III. Citizen Forum – None.

IV. Consent Agenda. Listed on the consent agenda was: September 3, 9 and Citizen/Business Forum 24th, 2013 Council Meeting minutes, City Pre-paid checks in the amount of \$700,752.35 and City Accounts payable in the amount of \$76,808.77.

Motion made by Councilwoman Candy Robertson and seconded by Councilwoman Cindy Peterson to approve the Consent Agenda. Members voting for: Vice-Mayor Erickson, Councilwomen Robertson and Peterson, Councilmen Hansen, Pinsonneault, and Austinson. Members against: None. Motion passed.

V. Approve Agenda. Mayor Roux requested additions to the agenda, update on City Administrators Financial Update training, Ada Promotions presentation by Mark Potucek, discussion on an exit interview of Dekko Director. Vice-Mayor Erickson requested discussion on legal fees. City Attorney requested to add Closed Session for preliminary consideration of allegations or complaint of an individual subject to the council's authority.

Motion made by Vice-Mayor Erickson and seconded by Councilwomen Peterson to approve the agenda with modifications. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

VI. External Presentations with possible discussion and decision.

- A. Elliott Myers Eagle Scout Project update. Presented his completed Eagle Scout project at the gazebo at the cemetery. He requested funding assistance from the council.

Motion made by Councilman Pinsonneault and seconded by Candy Robertson to donate \$500. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

B. Brandon Stene requested donation from the City Council to assist in funding a People to People Student Ambassador to Europe trip next summer.

Motion made by Vice-Mayor Erickson and seconded by Councilman Austinson to provide \$500 towards the trip. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

C. Valerie Thom requested to purchase real property from the City of Ada.

Motion made by Councilman Pinsonneault and was seconded by Councilman Hansen to approve Resolution 2013-10-1 The Sale of Property to Steven and Valerie Thom. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

D. Presentation made by Delores Adkins, CEO of Al's Garbage for a request to renew the garbage collection for five years.

Motion made by Councilman Pinsonneault and seconded by Vice-Mayor Erickson to approve the Al's Refuse Collection Agreement as presented. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

E. Franchise Agreement with Arvig. Joel Smith discussed the contract with the City Council and proposed changes provided by the City Attorney. The consensus was that the Vice-Mayor, Mayor and City Attorney work with Joel Smith of Arvig to negotiate an agreement that could be brought back to the council for a vote.

F. Butch Johnson, Debra Roesch and Kevin Roesch discussed their sewer issue with the city council to determine action they could take to receive any assistance from the city. The council discussed changing the sewer ordinance. The City Attorney presented the idea of having the ordinance leave the responsibility with the property owner but allow the flexibility to assess the repairs to the taxes as an assessment if petitioned by the property owner.

G. Mark Potucek, President of Ada Promotions – Mr. Potucek spoke of Ada Promotions preliminary stages of dealing with Red River Coop of Halstead on a loan program to

build a speculation building. The need for a grant writer to write the grant request. They would also like to see Cougar Addition Phase II get started.

- H. Todd Sawry of Ada EDA – He spoke of the businesses of the North Dakota oil field coalition are looking east into opening businesses and that maybe Ada should be looking at the west for attracting businesses. He also made a proposal to the City Council to fund \$60,000 a year for the next three or four years to grants and 0% interest loans for a 50/50 grant to loan, EDA would have proposals brought to them about three to four per year to dress up their storefronts. Mark Potucek support Mr. Sawry's idea for the storefront loans because he took advantage of it previously and really help establish his business. Mr. Sawry also spoke of having a marketing strategy funded for 2015.

VII. Reports of Department Heads and Committees

A. Administrator/Clerk/Treasurer Report

1. Reviewed financials for August 2013. The profit and loss summary was presented. Additionally, an analysis of August revenues and expenditures were explained.
2. The consensus of the City Council was that the Citizen/Business Forum was a success and should be held annually.
3. The Mayor spoke of the wireless versus wired microphone system. Mayor Roux indicated that he will bring this issue back with a better recommendation.

B. Public Works Board

1. Brian Rasmusson, Public Works Director and Tyson Hajicek, City Engineer discussed Well #3 as the casing is the problem and therefore it is not operational. Mr. Hajicek discussed how he would determine an estimate for a new well with several test holes to drill. Councilman Edwards asked if it was possible to put it in near Well #3. Mr. Rasmusson indicated that the Creamery well produced really good water but that it is in the same vein as the current wells and we may want to try to find a different vein so that if something goes bad with Well #4 and the vein is bad that we have another Well not in the same vein.

Motion was made by Councilman Pinsonneault and seconded by Vice-Mayor Erickson to have Mr. Hajicek come back with cost estimates for a new Well. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

2. The drainage problem that has continued at the area of 2nd Ave and 2nd Street West was discussed.

Motion was made by Vice-Mayor Erickson and seconded by Councilman Edwards to have the Mr. Hajicek look into the problem and figure out a solution/recommendation and bring it back to the council. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

3. Tyson Hajicek discussed the Ditch 51 realignment update and presented a request for contractors payment of \$362,791.77.

Motion was made by Councilman Pinsonneault and seconded by Councilman Hansen to approve the request for Flood Hazard Mitigation Grant payment of \$362,791.77. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

4. Brian Rasmusson discussed the sale of property disposed of by the Public Works Department. A sheet was provided in which winning bids were awarded.

5. The Council discussed the Ada Municipal Code covering Sewers. It was discussed that the City Attorney review the code and bring it back with some flexibility in which the citizen could petition the city to have the cost placed on the tax roles as an assessment.

Motion was made by Councilman Pinsonneault and seconded by Vice-Mayor Erickson to have the City Attorney review the sewer ordinance and provide the Council with a proposed new ordinance. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

C. Dekko Community Center

1. The City Administrator reported that an exit interview with Carolyn Osenga was scheduled for October 11, 2013. The Mayor requested that Councilwomen Peterson and Robertson conduct the exit interview.

D. Public Safety

- 1 The City Administrator explained the Memorandum of Understanding with the AFSCME union on the Police Secretary/Clerk Typist II, Karen Prestegord. The previous verbal proposed agreement was that when Ms. Prestegord came into the union she would receive back pay to the date the union agreement was signed,

Oct. 15, 2012. Her rate of pay is recommended to be increased to \$16.98 per hour for 2013 and increased to \$17.23 for 2014.

Motion was made by Councilman Pinsonneault and seconded by Councilwoman Robertson to approve the MOU with AFSCME and the increase of pay per the MOU. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

2. There was discussion of a gas card for the Police Officers. The City Administrator explained that he has been working on a gas card for not only the patrol officers but for Public Works and the Fire Department. It was the consensus of the Council to return with a Credit/Gas Card policy before authorizing anyone for a gas card.

VIII. Old Business

- A. The City Council discussed a potential update to the Snowmobile ordinance to make it easier for snowmobile clubs to visit Ada and its businesses.

IX. New Business

- A. Councilmen Pinsonneault and Austinson volunteered to participate in the Kaleidoscope interview.
- B. The City Council agreed to a Special meeting to review the proposed budget for 2014.

X. Closed Session to discuss potential allegation against an individual subject to the City Council Authority.

Motion made by Vice-Mayor Erickson and seconded by Councilman Edwards to go into closed session at 8:52 to discuss potential allegation against an individual subject to the City Council Authority. Members voting for: Vice-Mayor Erickson, Councilmen Austinson, Hansen and Pinsonneault, Councilwomen Peterson and Robertson. Members Against: None. Motion passed.

Motion made by Councilman Edwards and seconded by Councilman Hansen to move into open session at 9:15.

XI. Motion made by Councilman Edwards and seconded by Councilwoman Robertson to adjourn the meeting. Members voting for: Vice-Mayor Erickson, Councilwomen Robertson and Peterson, and Councilmen Austinson, Pinsonneault and Hansen. Members Against: None. Motion passed. The meeting was adjourn at 9:17 pm

Respectfully submitted,

Paul H. Poczobut Jr.
City Administrator/Clerk/Treasurer

Dennis K. Roux
Mayor